

BOARD OF MADISON COUNTY COMMISSIONERS
September 9, 2008 MINUTES

On Tuesday, September 9, 2008, a meeting of the Board of Madison County Commissioners came to order at 9:50 a.m. in the Commissioners' Conference Room of the Madison County Courthouse in Virginia City, Montana, with Commissioners David Schulz, Jim Hart, and Marilyn Ross present.

Jim Hart moved to approve the September 2, 2008, minutes with corrections. David Schulz seconded the motion. David Schulz and Jim Hart voted aye. Marilyn Ross abstained from voting as she was not present for the entire meeting. The motion carried on a majority vote.

Those people in attendance at the meeting were Charity Fechter, Jim Jarvis, Richard Dalson, Jim Ellerton, Catherine Ellerton, Arcylle Shaw, Janice Carmody, Stacy Reid, Karen Brown, Rick Schlenker, Deb Pingray, Donna Gilman, and Vicki Tilstra.

Claims: The Board approved claims.

Final Budget Hearing: The proposed budget for Fiscal Year 2008-2009 was available for public inspection and comment throughout the meeting. No members of the public made comments.

Formal Request to Exclude South Boulder from Streamside Protection Planning Area: Charity Fechter, Planning Director, Jim Jarvis, Planner II, Richard Dalson, Jim Ellerton, Catherine Ellerton, Arcylle Shaw, and Janice Carmody, Mammoth area residents were present for this portion of the meeting. Jim Jarvis reviewed a request from representatives of the Mammoth area to remove the South Boulder River area from the planning area under consideration for streamside protection. Jim stated that the request had been discussed by the Steering Committee and that their recommendation was to exclude this area as requested. Marilyn Ross moved to accept the recommendation from the Streamside Protection Steering Committee that the entire South Boulder River drainage be excluded from the streamside protection planning area based on its location not being east of the Tobacco Root Mountains. Jim Hart seconded the motion. All voted aye and the motion carried.

Project Management for Robber's Roost CTEP Project: Charity Fechter, Planning Director, and Jim Jarvis, Planner II, met with the Board to discuss a request to allow Jim to continue management of the Robber's Roost CTEP project that he had initiated during his employment with the Town of Virginia City. After discussion, Marilyn Ross moved to authorize Jim Jarvis to continue as the Project Manager of the Robber's Roost Community Transportation Enhancement Program project to its completion and that he will be paid his current rate by the County with the County being reimbursed for his time by project funds at the rate of \$27.00 per hour to cover his salary and associated benefits. Jim Hart seconded the motion. All voted aye and the motion carried.

Road Research Update: Stacy Reid, Road Research Analyst, presented the Board with an updated spreadsheet on the status of road research to date. Karen Brown, GIS/IT, was also present for this portion of the meeting. Filing procedures were discussed. Stacy requested that a process be developed to keep files updated once she has completed the original project and offered to make a recommendation for such a process.

Road Signs: Karen Brown, GIS/IT, met with the Board to discuss road signs. Karen stated that she has contacted Montana Correctional Enterprises and presented the Board with a list of prices from them. Karen and the Board discussed the procedure for implementing a reverse 911 system. A letter from Duane Thexton to Karen Brown regarding road signs needed on Varney Road was brought to the attention of the Board.

Road District 1 Pick-Up Bid Opening: The Board received no bids for the pick-up that was advertised for sale. The Board will re-advertise this vehicle.

Nursing Homes Project: Rick Schlenker, Schlenker and McKittrick Architects, met with the Board with an update on the progress of the two County nursing home restoration projects. Rick and the Board discussed siding and windows for the Madison Valley Manor. Rick will conduct an energy inspection of the facility to determine how much of the insulation has settled and punch holes to inspect the walls beneath the stucco. The Board will contact Madison Valley Hospital regarding siding that was purchased for the new hospital but not used. Rick reviewed funding for the Tobacco Root Mountains Care Center and will wait to see how much actual funding is approved before determining how to proceed with the project. Rick and the Board also discussed options for an addition to the back of the Courthouse.

Office of Public Assistance County Operating Plan: Deborah Pingrey, Department of Public Health and Human Services – Office of Public Assistance, met with the Board to discuss a mutual assistance agreement for Madison County. Deb presented the Board with spread sheets showing County to County comparisons of use of the services her department provides. Marilyn Ross expressed her appreciation for the extra work by the department following through on senior needs through out the County. David Schulz discussed the fact that there is no longer an Office of Public Assistance in Madison County, stating that many residents may not be using the service because it is no longer available on a face to face basis. Deb offered to help in any way she could to accommodate those who were unable to apply electronically or travel to the Gallatin or Beaverhead offices for assistance. Marilyn Ross moved to approve the Tri-Annual Agreement, from October 1, 2008, through September 30, 2011, addressing the determination of public assistance benefit eligibility for TANF, Medicaid, and SNAP in local Offices of Public Assistance. Jim Hart seconded the motion. All voted aye and the motion carried.

Grants: David Schulz and Jim Hart completed the signature page for the ASAP Officials Authorizing Form for the Weed Department to receive BLM grant funds.

Airports: Contract Amendments: Jim Hart moved to approve the Contract Amendment to amend the Contract dated June 24, 2008 between Madison County, Montana, and Pumco, Inc. adding those items of the project funded by FAA grant AIP 3-30-0090-011-2008, to the construction contract, namely AIP 3-30-0090-010-2008, Big Sky (Ennis) Airports Improvements, Additive Alternative #2 bid items AA2-1, 4, 9-15, and 17-29 for the additional contract amount of \$600,198.82. Marilyn Ross seconded the motion. All voted aye and the motion carried.

Airports: Pay Requests: Jim Hart moved to approve the request for reimbursement from the Federal Aviation Administration for Big Sky (Ennis) Airport Improvements (AIP 3-30-0090-010-2008) in the amount of \$174,346. Marilyn Ross seconded the motion. All voted aye and the motion carried. Jim Hart moved to approve the request for reimbursement from the Federal Aviation Administration for Big Sky (Ennis) Airport Improvements (AIP 3-30-0090-011-2008) in the amount of \$120,858. Marilyn Ross seconded the motion. All voted aye and the motion carried.

Boulder Administration Request for Funds: The Board reviewed a request from Boulder Administration Services for additional funds to cover medical expenses incurred during the 2007-2008 fiscal year. The Board will discuss this request with Bruce Wagner before making a determination.

Journal Vouchers: Marilyn Ross moved to approve Journal Vouchers for the 13/08 accounting period. Jim Hart seconded the motion. All voted aye and the motion carried.

Grievance Committee: The Board noted that there has been only one response from a staff member regarding the possibility of creating or upgrading a grievance policy.

Fire Restrictions: Chris Mumme, Director of Emergency Management, via telephone conversation, advised the Board that no change to fire restrictions is needed at this time. The Board concurred.

Library Drainage Bids: The Board reviewed a bid from Allhands Excavation for work necessary to create proper drainage to keep water from seeping into the basement of the Thompson-Hickman Library/Museum building. This was the only bid received for the project. Jim Hart moved to approve the bid from Allhands Excavation in the amount of \$9,217.50 pending concurrence from the Library Board. Marilyn Ross seconded the motion. All voted aye and the motion carried.

Vision Insurance: Donna Gilman, Solid Waste/Sanitarian Clerk, and Vicki Tilstra, Chief Financial Officer, met with the Board to discuss budgeting for vision insurance expenses. Donna currently processes all paperwork and claims related to the County vision insurance. Donna stated that all supplies being used for this insurance, such as file folders, envelopes, postage, and file cabinet space, are coming from Solid Waste/Sanitarian office budget and asked if the Board would prefer these items to be funded from a different source. Vicki stated that she added a line item in the vision insurance budget to cover these costs. The Board asked that Donna document the amount of time she spends on vision insurance so they could review it before the next budget year.

Resolution of Budget Amendment for Fiscal Year 2007-2008: Vicki Tilstra, Chief Financial Officer, reviewed Resolution 32-2008 with the Board for clarification of how RID funds have been dispersed. Marilyn Ross moved to adopt Resolution 32-2008, a resolution of budget amendment for Fiscal Year 2007-2008 for Debt Service RSID Fund 3506 (Golf Course), Debt Service RSID Fund 3507 (Pintail) and Debt Service RSID Fund 3508 (Moore's Creek) and for Construction RSID Fund 4206 (Golf Course), Construction RSID Fund 4207 (Pintail), and Construction RSID Fund 4208 (Moore's Creek). Jim Hart seconded the motion. All voted aye and the motion carried.

Resolution Adopting Final Budget for Fiscal Year 2008-2009: Vicki Tilstra, Chief Financial Officer, was present for this portion of the meeting. After having the proposed budget available for public inspection and receiving no comment from the public, Marilyn Ross moved to adopt Resolution 33-2008, a resolution adopting Fiscal Year 2008-2009 Budget and Mill Levy Requirements. Jim Hart seconded the motion. All voted aye and the motion carried. David Schulz commended the Finance Department and all staff for doing an outstanding job in working together to get the final budget completed.

TSEP Bridge Projects – Bear Creek Bridge Notice of Award: Having received one bid, Jim Hart moved to approve Notice of Award and the Agreement Form between Madison County and Cretex Concrete Products West, Inc., to furnish and ship one 16' span by 8' rise by 36' long reinforced concrete box culvert for the Bear Creek Bridge Replacement project near Cameron, Montana, for the amount of \$49,378. Marilyn Ross seconded the motion. All voted aye and the motion carried.

At 5:03 p.m. the remainder of the meeting was continued to Wednesday, September 10, 2008.

Wednesday, September 10, 2008

Ordinance 4-2008, Speed Limit in Mammoth – First Reading and Set Hearing Date: The Board reviewed and discussed proposed Ordinance 4-2008. This ordinance would amend Ordinance 3-88 which provides a maximum speed limit of 35 miles per hour upon all County roads except those excepted. Certain roads were excepted in Ordinance 3-88 and additional roads/streets in Silver Star were excepted in Ordinance 3-2008. This proposed ordinance would further except a portion of the County road running through the residential community of Mammoth, reducing the speed limit to 15 miles per hour. This reduction was requested by a petition submitted to the Board by residents of the Mammoth area. Marilyn Ross moved to approve the first reading of Ordinance 4-2008, an ordinance amending Ordinance 3-88, and to schedule a public hearing on September 30, 2008, at 6:00 p.m., at the special Commission meeting to be conducted at the Schoolhouse in Silver Star, Montana. Jim Hart seconded the motion. All voted aye and the motion carried.

Finance Office Clerk Position: After interviewing five very qualified candidates, per recommendation of the Finance Office Department Head, Marilyn Ross moved to offer the position of Finance Office Clerk to Cathy Gustin with a beginning hourly rate of \$12.99 per hour. Jim Hart seconded the motion. All voted aye and the motion carried.

David Schulz, Chairman
Board of Madison County Commissioners

Date Approved: September 9, 2008

Minutes prepared by:

Laurie Buyan, Administrative Assistant

Peggy Kaatz, Clerk and Recorder, Madison County